

# EQRS New User Training



**End Stage Renal Disease  
Quality Reporting System**



# Today's Trainer

## ESRD Quality Program Support (QPS)



**Tricia Phulchand BSN, RN**



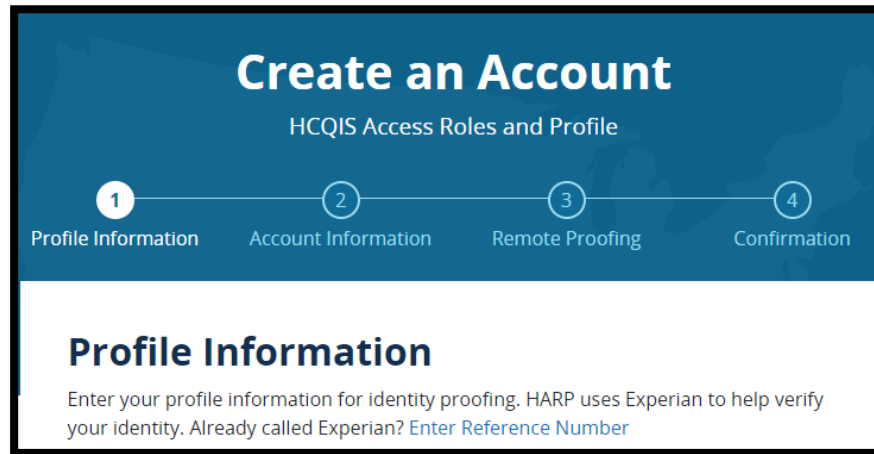
# Manage Access



# How do I apply for EQRS access?

Complete the Healthcare Quality Information System Access Roles and Profile (HARP) account registration process, if needed.

- A single HARP account is needed to access multiple CMS applications.
- Register for a HARP account: <https://harp.cms.gov/register/profile-info>
- Access HARP training materials: <https://mycrownweb.org/harp-training/>



**Create an Account**  
HCQIS Access Roles and Profile

1 Profile Information   2 Account Information   3 Remote Proofing   4 Confirmation

**Profile Information**

Enter your profile information for identity proofing. HARP uses Experian to help verify your identity. Already called Experian? [Enter Reference Number](#)

Note: In order to complete remote identity proofing, you will be asked 4 to 5 questions about past addresses, employers, and possibly loans.

**THIS IS NOT A CREDIT CHECK.**



# Remote Identity Proofing

Examples of types of questions posed in remote identity proofing:

1. Have you lived at any of the following addresses?
  - a. 123 Elm St
  - b. 123 Pine St
  - c. 123 Grove St
  - d. None of the above
  
2. Which of the following is a current or previous employer?
  - a. Bush Pharmaceuticals
  - b. Kennedy First Bank
  - c. Hoover Industries
  - d. None of the above
  
3. You may have taken out a car loan in or around May of 2023. Please select the lender to whom you currently make your payments or made payments.
  - a. First State Bank
  - b. Second Street Credit Union
  - c. Third and Fourth Financial Institution
  - d. None of the Above



# HARP Menu Options

Login to HARP: <https://harp.cms.gov/login/login> to update your account

**User Profile**

- Profile Information**
- Change Password
- Challenge Question
- Two-Factor Devices

Need Help?  
Contact your application's help desk for assistance.  
[Contact Help Desk →](#)

**Profile Information** Edit

First Name	Last Name
Middle Name	Date of Birth
Email Address	Phone Number
Home Address Line 1	Home Address Line 2
City	State
ZIP Code	ZIP Code Extension
Country	



# Requesting a Role in EQRS

- Log in to EQRS with HARP account at <https://eqrs.cms.gov/globalapp/>.
- Review the applications listed on the *My Access* screen in EQRS.
- Select ***Request access***
- Select ***Facility***
- Select ***Patient Registry***
- Click **Continue**

EQRS | Patient Registry | Change organization ▾

**MANAGE ACCESS**

- My access
- Request access**
- Pending requests

**PROFILE**

- Profile information

1 Organization Category

2 Organization role

3 Review and submit

Select the organization category for which you are requesting a role to.

Facility  Corporation  Network

Transplant

Please select the application you are requesting role to.

Patient Registry  QIP

**Continue**



# Requesting a Role in EQRS

- Type in your organization name or CMS Certification Number (CCN)
- Select a role
  - **Facility Administrator** (only viewing privileges)
  - **Facility Editor** (allows user to add/make changes)
  - **Facility Viewer** (only viewing privileges)
  - **Security Official** (approves roles for additional staff)
- Click **Add**
- Click **Submit request**


1 Organization Category

2 Organization role

3 Review and submit

Please search by using the organization's CCN, DBA name or NPI number and then select the role you are requesting for.

Search for organization

123456, ABC DIALYSIS 

Role

- Select a Role
- Facility Administrator
- Facility Care Compare Viewer
- Facility Editor
- Facility Viewer
- Security Official

**Add**

**Review selected roles**

Organization	Role requested	CCN	NPI	Actions
ABC DIALYSIS	Facility Editor	123456	1841394616	Remove

< Previous

**Submit request**

EQRS New User Training-Revised September 2024





# Things to Remember

- You must login to EQRS at least once every 60 days to maintain your access
- If you have not logged in within 60 days and have lost access, you must contact the QualityNet Helpdesk at 866-288-8912 for assistance.

